

# Assessor's Department 2013 Budget Hearing

Department found on pages E2 – E7 in budget book

Presentation to Ways and Means/Budget Committee  
Date October 17, 2012

# Department Programs

---

## Valuation and Assessment Administration

Inspections ❖ Appraisals ❖ Appeals ❖ Permit Work  
❖ Property Tax Program Admin. ❖ Neighborhood Engagement

⇒ 35 FTE's

⇒ General Funds: \$4,314,926

⇒ Revenue: \$62,500<sup>1</sup>

<sup>1</sup> *Payment In Lieu Of Taxes paid by non-profit nursing homes*

# Impact of Recommended Budget on Key Results

---

- Mayor recommends no budget reduction for 2013
- Top Department Challenges
  - Tax Court Litigation
  - Staffing Levels

# 2013 Budget Planning (-5%)

---

## Scenario #1

Eliminate all funding for:

- Education and Training
- Conference Travel
- Office Supplies
- Licenses
- Prof. Membership and Dues
- Professional Services @ 50%

And

- Layoff 1 Real Estate Appraiser

## Scenario #2

- Layoff 2 Real Estate Appraisers

# 2013 Budget Planning (+5%)

---

## *If Funding is Long Term*

- Two Additional Appraisers
  - Improve workload balance
  - Increase time for market research and analysis
  - Increase staff time for Tax Court litigation

## *If Funding is “One-Time”*

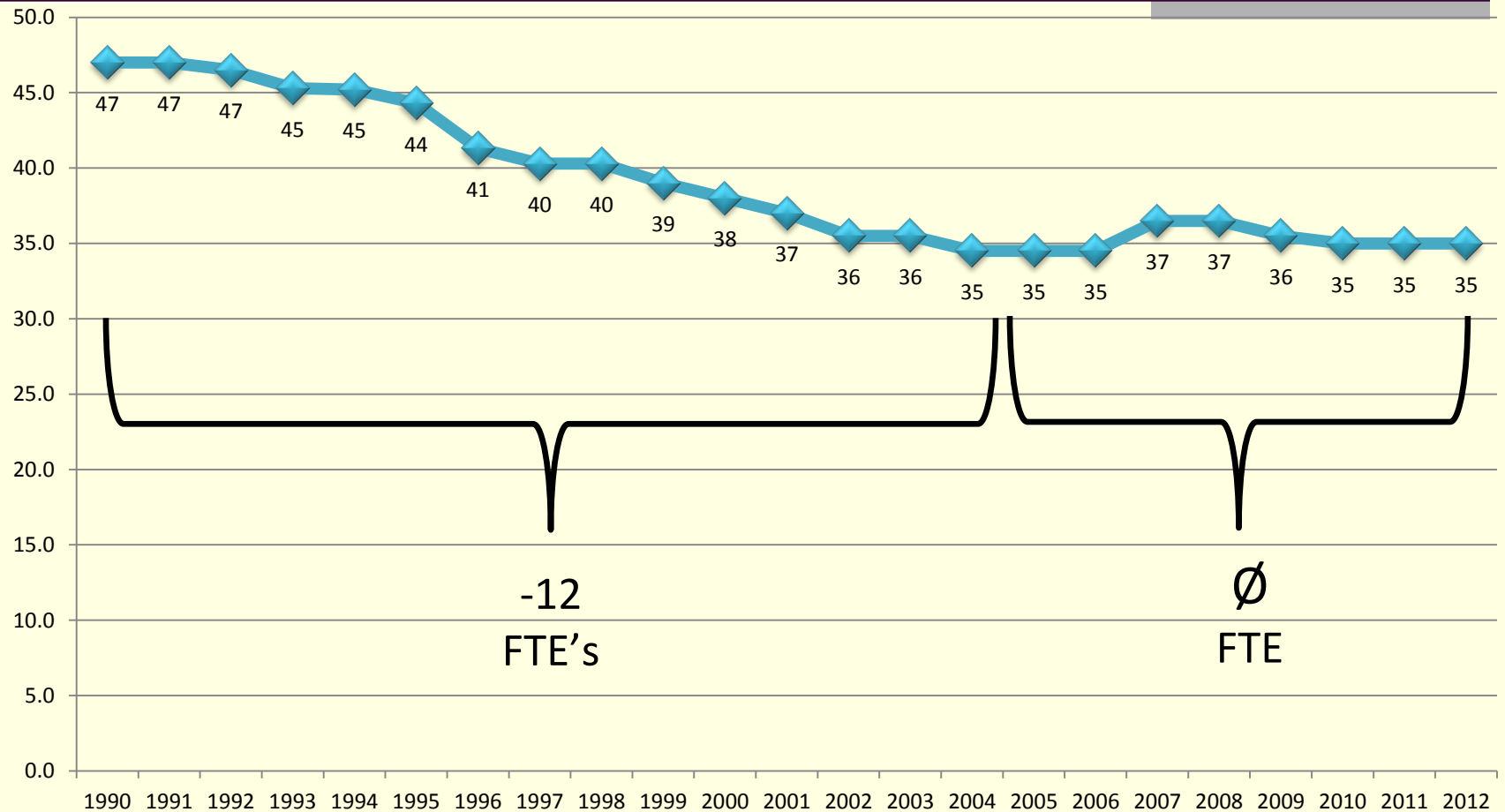
- Outsource tax court appraisal(s) to assist staff on court petitions and workload, and
- Hire a consultant/programmer to develop additional appraisal tools and templates for tax court

# *The Tale of Two Cities*

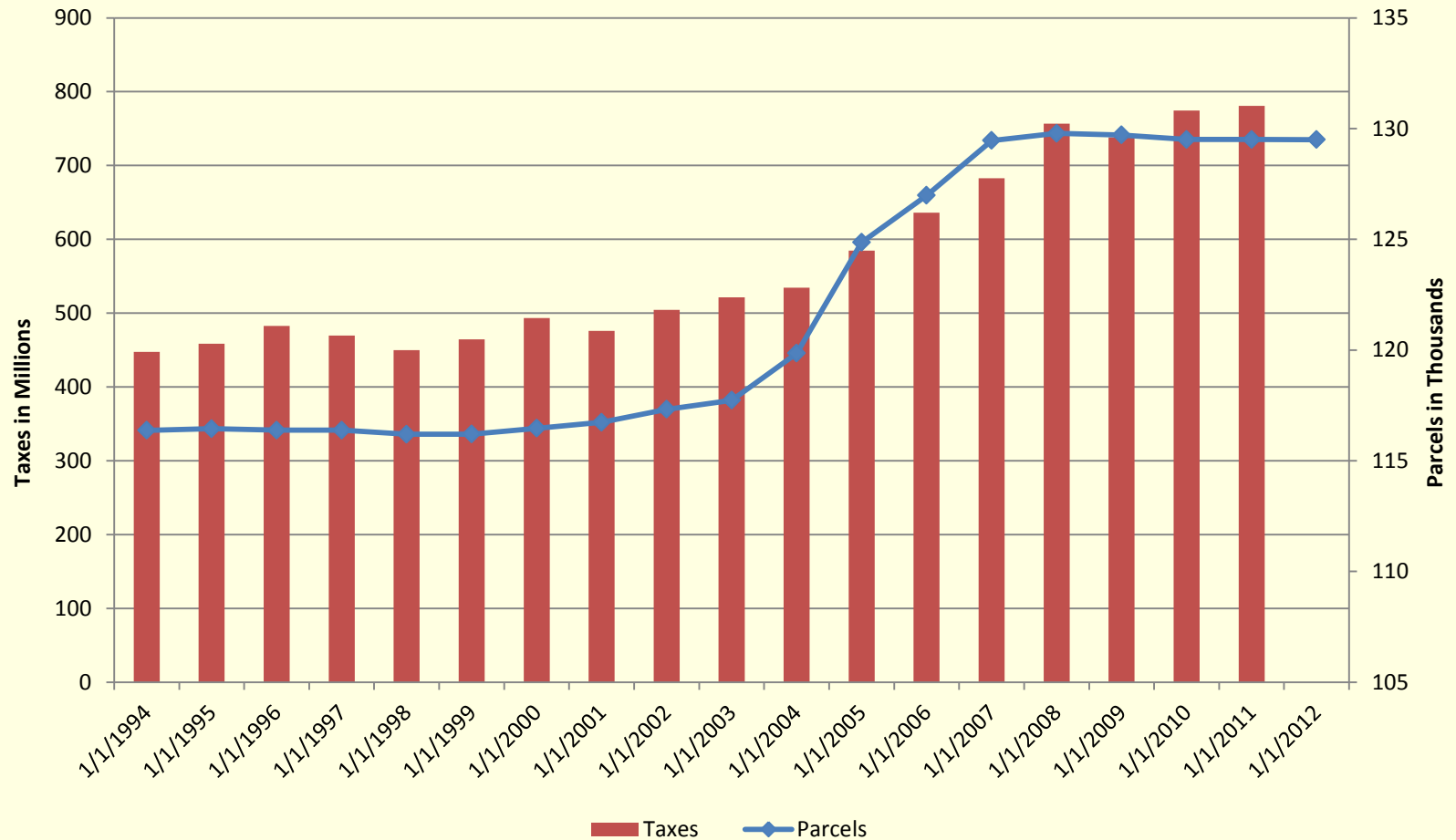
## Funding and Staffing Comparison

|  | Parcels Per FTE | Budget as a % of Levy | Levy Per FTE | EMV Per FTE | City's Cost Per Parcel |
|--|-----------------|-----------------------|--------------|-------------|------------------------|
| Minneapolis Assessor's Office  | 3,812           | 0.55                  | \$22.5M      | \$988M      | \$32                   |
| Suburban Hennepin County   | 2,668           | 0.66                  | \$16.3M      | \$858M      | \$38                   |
| Workload & Budget Differences  | 42%             | -16%                  | 38%          | 15%         | 15%                    |
| Mpls. Assessor's Office at Hennepin County's funding and staffing levels | 48 FTE          | \$5.06M               | 47 FTE       | 39 FTE      | \$4.9M                 |
| Difference   | +13 FTE         | \$860,000             | +12 FTE      | +4 FTE      | \$700,000              |

# Staffing, *Slip Sliding Away...*

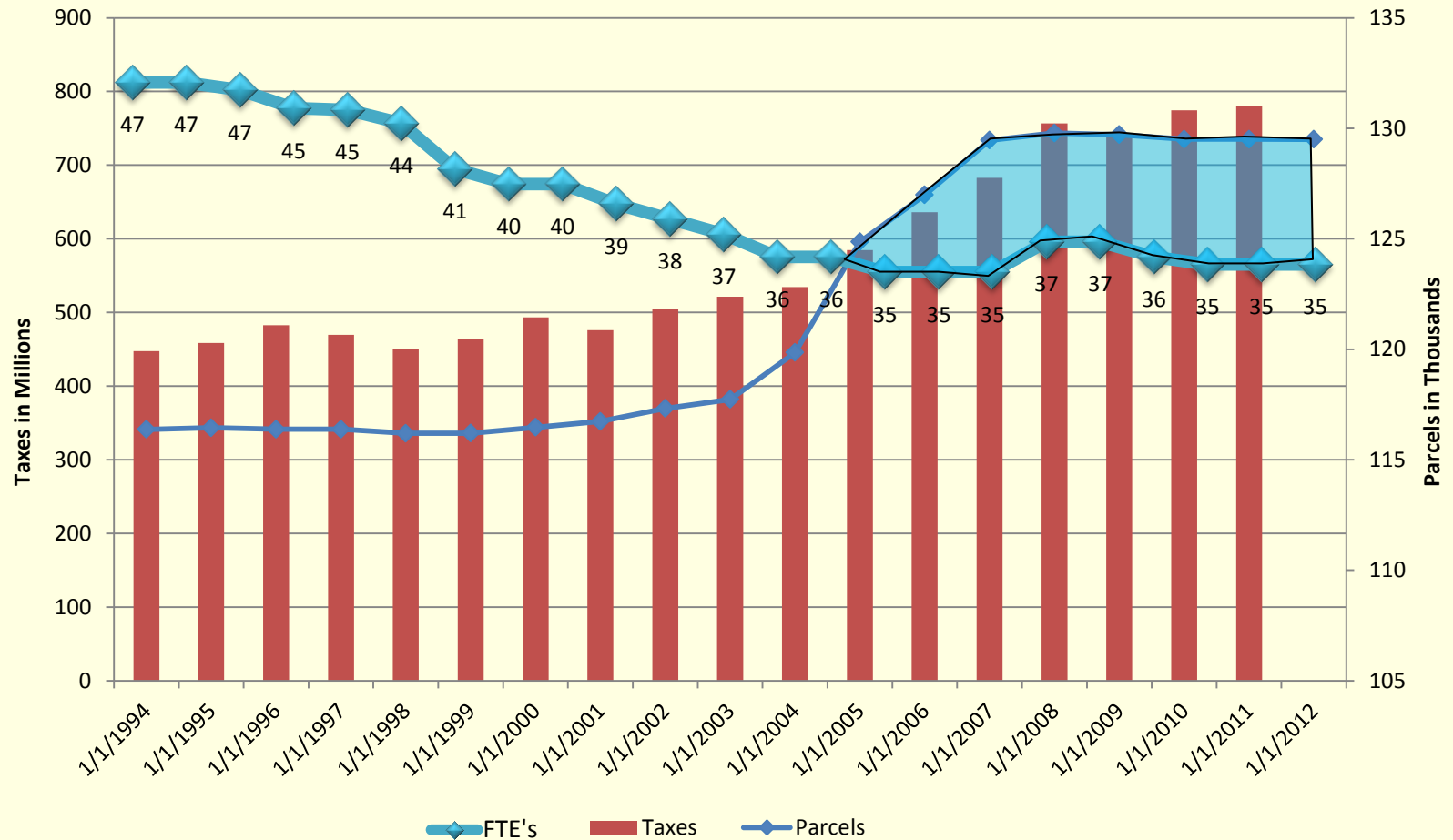


# Property Tax & Parcel Trend





# Property Tax & Parcel Trend



Note: FTE graph not to scale

# Workforce Planning

---

- Workforce Plan kicked-off in 2009
  - Department Workload Analysis
  - Staff Personal and Professional Growth Plans
- Strategies
  - Staff Restructuring
  - Training
  - Flex Schedules
- Resources used to implement the strategies?
  - HRIS reports & 1 on 1 meetings with staff

# Recent or Planned Efficiencies

---

As efficiencies have been implemented, what has the department done differently with resources?

- Invested in technology
- Invested in new communication tools

# New Initiatives

---

- Identify new initiatives for 2013.
  - Large Format Digital Scanner
  - Door Tags/Announcements
    - [post-it notice\\_2012 1page.pdf](#)
- Ongoing initiatives
  - Wireless Tablets
  - eCRV's with the Dept. of Revenue

# Major Department Contracts

---

- MS Govern – Property Record System
- Hennepin County Recorder & Assessor
- Multiple Listing Services (MLS)
- *IMPACT Printing*

## *2012 SUBP Contracts*

- *Door Tag & Office Supplies Contract*

# Partnerships

---

- Business Owners and Managers Association ®(BOMA)
- Minneapolis Area Association of Realtors® (MAAR)
- MN. Commercial Association of Realtors ® (MNCAR)
- Henn. County Taxpayers Services and Assessor's office
- Neighborhood Groups

## Partnerships Pursued

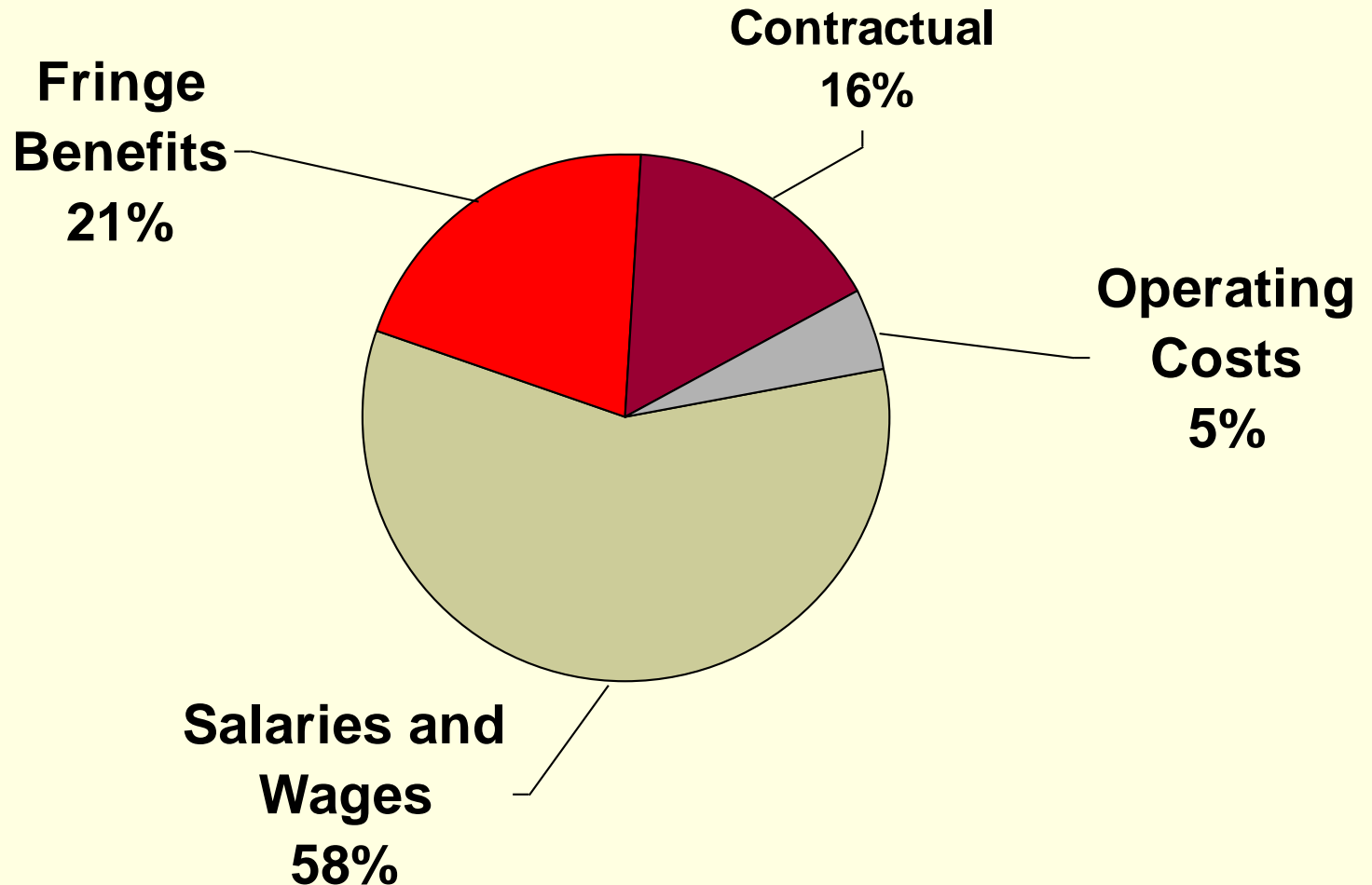
- NCR

# How is the Department Doing

---

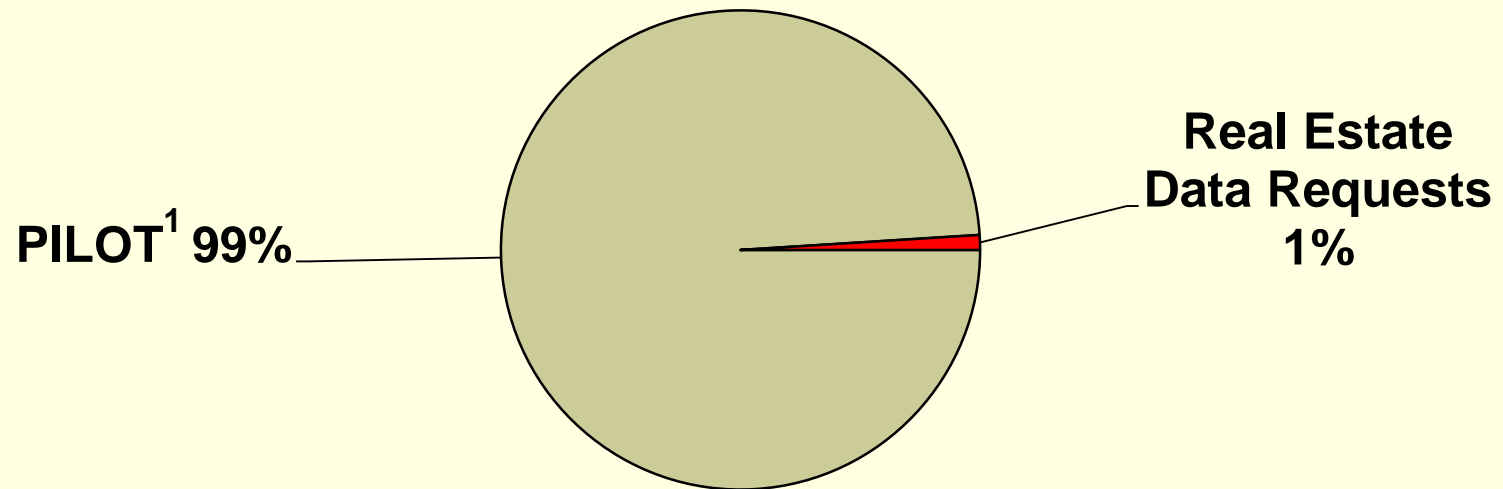
- 2011 North Mpls Tornado Reassessment and Disaster Credit program successfully implemented
- Sales Ratios at 98% of sale prices
- Succession planning is working
- 100% of staff with performance reviews

## Expenditures by Type (\$4.3 million)





# Revenue by Type \$62,500



<sup>1</sup>*Payment In Lieu Of Taxes paid by non-profit nursing homes*



Thank-you for your time.

Questions?